

School Emergency Drills

Documentation Form

Type of Drill

- Fire Drill
- Tornado Drill
- Lock Down/Shelter in Place Drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Aspen Ridge School

Date of Drill: 12-5-19 Time drill was held: 4:05 (pm/am)

Exact time required to evacuate/shelter/secure: < 1 minute

Total Participants: 14

Remarks: Kids Club practice drill

This report is for emergency drill # 1 for school year 19-20.

Name of person conducting drill: Chris Marana

Title of person conducting drill: Elementary Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

- Fire (fire chief or designee)
Name & Title _____